



Permit Application for Rural Driveway Installation

Public Works Department
2900 5th Ave NW
Waverly, IA 50677
319-352-6247
publicservices@waverlyia.com

Address of Proposed Driveway: _____

Property Owner Name: _____ Contractor Name: _____

Address: _____ Address: _____

Phone: _____ Phone: _____

PLEASE SUBMIT SITE PLAN/SKETCH SHOWING LOCATION OF PROPOSED DRIVEWAY INSTALLATION/EXTENSION

Signature of Applicant

Date Submitted for Review

APPLICATIONS NEED TO BE SUBMITTED IN A TIMELY MANNER IN ORDER TO ALLOW TIME FOR REVIEW

Proposed Driveway Width: _____

Approximate Ditch Depth: _____

Residential/Field: min. 16', max. 32'

Proposed Culvert Length: _____

Commercial: min. 20', max. 60'

Type of Culvert Pipe: _____
(material)

For Office Use Only

Permit Application #: _____ Permit Fee: _____ Date Paid: _____

Application Review

Reviewed By: _____

☐ Approved

☐ Denied

Date Reviewed: _____

GIS ☐

Final Approved Driveway Specs Installed

Driveway Width: _____

Culvert Material: _____

Side Slope: _____

Driveway Surface Material: _____

Definition - Rural Driveway

Any proposed or existing entrance/driveway that enters a non-curbed roadway within the Waverly City limits will be considered a "Rural Driveway" in regard to this application.

Application

Any property owner desiring to install, replace or modify a rural driveway must submit a site plan showing the location, width and culvert pipe details (if required) of the driveway along with the application form. A permit fee of \$25.00 is due at the time of application. Applications need to be submitted in a timely manner to allow time for review.

Culvert Pipe

If a culvert pipe is necessary, it will need to have a minimum diameter of 18". Acceptable pipe materials are dual wall plastic pipe, riveted corrugated metal pipe and reinforced concrete pipe which meet the standard specifications of the Iowa Department of Transportation. All pipe in a drive shall consist of one material. Extensions for widened drives must be of the same material as the existing pipe. Only new pipe will be allowed unless prior approval is obtained by the City of Waverly Public Works Director. Pipe needs to have a minimum of 1' of cover and the end of the pipe needs to be at least 5' from property line.

Construction

The field entrance profile should slope downward from the roadway and be an extension of the shoulder grade to the right-of way or at least through the "ditch" section.

The minimum top width for a residential/field drive is 16' and a maximum of 32'. Commercial drives will have a minimum width of 20' and a maximum width of 60'. Drives shall be installed a minimum of 150' from any other drive.

Side slopes for driveways cannot be any steeper than a 3:1 slope and must be seeded after work is completed.

Only suitable soils can be used for fill for rural driveway accesses. No broken concrete, stone, tile, wood, or other rubble will be allowed.

Residential/field rural driveways shall be surfaced with 2" of class "A" crushed rock. If a residential paved driveway is desired (concrete or asphalt), these need to be reviewed by the City of Waverly to ensure that required specifications are met. All new commercial rural drives will need to be paved and must be reviewed by the City of Waverly.

Cost-Maintenance

The applicant assumes all the cost associated with the installation, modification and maintenance of their rural driveway.

